



Iowa Department of Human Services

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INFORMATIONAL LETTER NO.1692-MC

Date: July 1, 2016

TO: Iowa Medicaid Home- and Community-Based Services (HCBS) Waiver Providers, Targeted Case Managers, Department of Human Services (DHS) Service Workers and Supervisors, Service Area Managers and Managed Care Organizations (MCOs)

FROM: Iowa Department of Human Services (DHS), Iowa Medicaid Enterprise (IME)

RE: Service Plan Extensions

EFFECTIVE: July 1, 2016

The IA Health Link managed care program began on April 1, 2016. To assist members with the transition to managed care on and after April 1, 2016, [Informational Letter No.1671-MC](#)¹ directed all applicable HCBS waiver service plans that include a service plan end date between April 1, 2016, and June 30, 2016, to be extended. This extension ensures that members have an authorized service plan while transitioning to service coordination with the member's new MCO.

This time period is being extended to July 31, 2016, to allow the case manager designated by the MCO to develop a service plan for the remainder of the member's waiver year.

- **If the member's service plan has been updated per Informational Letter No. 1671-MC, no further action is needed.**
- For service plans that have not otherwise been updated, the department requests case managers and DHS service workers review their current HCBS waiver workload to identify affected service plans and to allow the case manager designated by the MCO to develop a service plan for the remainder of the member's waiver year.
- The inclusion of this Informational Letter No. 1692-MC in a member's service plan will serve as the required addendum to extend the service plan from April 1, 2016, through July 31, 2016.
- No changes in the Individualized Services Information System (ISIS) or a notice of decision (NOD) are needed.
- The department has notified the member's MCO of the extension. Service providers are assured that the MCOs will pay for the authorized services during the extension time period and until a new service plan is developed and approved for the member's waiver year.

Members that remain Fee-for-Service (FFS) will continue to exist in ISIS and the worker will follow current milestones and workflow.

Thank you for your assistance. Please submit any questions to HCBSwaivers@dhs.state.ia.us.

¹ https://dhs.iowa.gov/sites/default/files/1671-MC_ServicePlanExtensions.pdf